



County of San Diego

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HAZARDOUS MATERIALS DIVISION

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GENERAL HAZARDOUS WASTE REQUIREMENTS

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INTRODUCTION

You have been identified as a generator of hazardous waste and therefore must follow certain Federal and State hazardous waste laws. The intent of these laws is to ensure that hazardous waste will be properly managed to protect public health and the environment.

The County's HAZARDOUS MATERIALS DIVISION (HMD) is charged with implementing these laws at the local level. Since the requirements involve many different areas of regulation, we have simplified the more important ones for you in this packet.

We hope this packet will help you understand your basic responsibilities as a hazardous waste generator. Appendix 1 provides an overview of these responsibilities. If you have any questions about the laws or about other aspects of hazardous waste management, please call the HAZARDOUS MATERIALS DIVISION at (619) 338-2222.

General Requirements of Hazardous Waste Generators

A. Hazardous Waste Determination

As the first step, the waste generator must determine whether the waste produced is hazardous. Often this determination can be made by knowledge of the process that generates the waste and the materials used. However, questionable waste streams may need to be chemically or physically analyzed. All analyses done by the generator must be completed by certified laboratories using specified procedures. A generator may, upon payment of a fee (HSC 25205.8), apply to the State Department of Toxic Substance Control (DTSC) to provide concurrence as to whether a particular waste stream is hazardous or non-hazardous. The HMD is available for information regarding laboratories, procedures and required paperwork.

B. Storage of Hazardous Wastes

At a minimum, you will need to ensure that the following storage practices are followed. These actions are designed to minimize the seriousness of a hazardous materials accident, should one occur on your premises. The following requirements apply to all generators of hazardous waste.

Hazardous wastes must:

- be stored in non-leaking containers in good condition with tight-fitting lids and kept closed when wastes are not being added or removed.
- be accurately labeled with water-proof stickers. Labels must specify the words "Hazardous Waste", the composition and physical state of the waste, the hazardous properties of the waste (e.g., flammable, reactive, etc.), and the name and address of the generator. Appendix 2 is a sample label.
- be labeled with the date that the waste accumulation began on each container. This date is the date waste is first placed into the container or tank.
- be handled in containers and in a way that minimizes the possibility of spills and escape of waste into the environment.
- storage times vary depending on the monthly generation of hazardous waste (throughout the entire facility).

A generator may store hazardous wastes onsite for 90 or 180 days depending on the volume of waste produced. In some cases the wastes may be stored for up to 270 days if the offsite treatment, disposal, or storage facility is more than 200 miles away. Contact the HMD for additional guidance on hazardous waste storage times. See Appendix 8, Storage of Hazardous Waste By Generators: "Understanding the 90, 180, and 270 Days Rule".

-- be regularly inspected for deteriorating, damaged, or leaking containers.

Ignitable or reactive wastes must be stored at least 15 meters (50 ft.) from property lines. Ignitable waste must be grounded when material is being added or removed. Contact your local fire department for their requirements regarding flammable waste.

Incompatible wastes and materials must not be stored in a common storage area without proper separation. Used oil may not be mixed with any other hazardous waste (e.g., solvents).

* Generators of hazardous waste who exceed the storage maximum must apply for and obtain a treatment, storage and disposal permit from the State Department of Toxic Substances Control (310) 590-4868. Additional conditions and requirements apply to those facilities.

C. Transportation of Hazardous Wastes

1. Use of a Registered Hazardous Waste Hauler

Hazardous wastes must be transported only by State registered hazardous waste haulers to a State-permitted treatment, storage, or disposal facility. These haulers are registered by the State Department of Toxic Substances Control and California Highway Patrol. Call the HMD at 338-2222 to request a partial listing of registered haulers serving the San Diego County area. Hazardous waste must be packaged and labeled for transport in accordance with applicable Department of Transportation regulations. See the sample label in Appendix 2.

NOTE: Persons who generate very small amounts of waste may transport their waste to a permitted hazardous waste facility in quantities not exceeding 5 gallons or 50 pounds. They do not need to be registered with the State Department of Toxic Substances Control as a hazardous waste hauler. However, the generator of the waste must have an Environmental Protection Agency (EPA) Identification Number and retain a copy of the manifest for the disposal.

2. Uniform Hazardous Waste Manifest

Hazardous waste transported for disposal or treatment must be accompanied by a Uniform Hazardous Waste Manifest form (Appendix 3). As a generator of hazardous waste, you are fully responsible and liable for the wastes you generate. By accurately completing a manifest form and by making sure you receive notice when the wastes have been delivered to the licensed hazardous waste facility permitted to receive that waste, you are meeting your responsibility as a hazardous waste generator. A receipt, instead of a manifest is sometimes acceptable for the transportation of used oil and some specifically approved solvents.

All records of hazardous waste transported offsite must be kept at the location where the waste was generated for at least 3 years. This includes manifest copies and/or receipts from used oil or solvent transporters.

To obtain hazardous waste manifest forms, call or mail a request to the State Department of General Services, P. O. Box 1015, N. Highlands, CA 95660, (916) 928-4630. A manifest form may also be obtained from a registered hazardous waste hauler.

In order to complete a hazardous waste manifest, the person generating the hazardous waste must have a valid EPA Identification number (A twelve digit number beginning with CA). (See Section D for instructions to obtain an EPA ID#).

When completing the manifest, the following steps must be completed:

- a. Fill in the top part of the manifest form completely and accurately. Directions for filling out the manifest form are listed on the back of the manifest form. Refer to Appendix 3 for a sample manifest. Be sure to use the most current manifest form.
- b. Generator and transporter must sign and date the manifest.
- c. The generator must keep their copy of the manifest and mail the appropriate copy to the State Department of Toxic Substances Control (DTSC) as indicated at the bottom of the page. The remaining four copies of the manifest are to be given to the transporter. See Appendix 5 for the proper distribution of the manifest copies.
- d. The licensed Treatment, Storage or Disposal Facility (TSDF) will mail one signed copy back to the generator when they receive the waste from the transporter. This copy must also be kept for at least three years. If the copy from the TSDF is not received within 35 days, you must contact the transporter and/or operator of the TSDF to determine the status of the hazardous waste. It is the generator's responsibility to track all loads of hazardous waste and to ensure that the manifests have been returned by the required date. Appendix 6 is a sample log sheet that may be used for tracking manifests.
- e. All hazardous wastes are subject to land disposal restrictions (LDR). The LDR notification must be sent with the manifest and a copy kept on-site by the waste generator.

D. How to Obtain an EPA Identification Number

An EPA ID number is needed if you generate any amount of a regulated hazardous waste.

An EPA ID number may not be necessary if you only generate used oil or certain solvent waste totaling less than 100 kg/month (220 pounds/month) and use a registered hazardous waste hauler who has a special milk run hauling variance.

An EPA ID number may be obtained by calling the California Environmental Protection Agency (CAL EPA) Generator Information Services Section toll free at 1-800-618-6942 or 1-916-324-1781. You will be asked what types and volume of hazardous waste are generated monthly. Depending on the answer given an EPA ID will be issued over the phone or a referral will be made to the Federal EPA Region 9.

CAL EPA Generator Services will issue an EPA ID number over the phone to businesses that generate less than 100 kg/month (all waste streams combined). The operator will ask for the business name, site location, and mailing address. CAL EPA will mail a hard copy of the EPA ID number to complete the process.

Businesses that generate more than 100 kg/month of RCRA hazardous waste will be referred to EPA Region 9 at (415) 495-8895. The EPA will mail all needed forms within 2 to 3 working days. The business will be required to complete the forms and return them to obtain an EPA ID number. Persons required to obtain an EPA number may be responsible for certain taxes and fees imposed by the State of California (See Appendix 4).

E. Treatment and Disposal

Hazardous wastes must be disposed of only at State permitted treatment, storage or disposal facilities. Hazardous wastes may not be disposed of in the regular trash or onto the surface of the ground or into the storm drain. In addition, they may not be dumped in the sewer system (i.e., a floor drain, sink or toilet) unless you have an industrial waste discharge pretreatment permit from your local sewer agency for that specific waste.

If you wish to dispose of, treat, or recycle your hazardous waste to render it less toxic or non-hazardous at your business location, you must obtain prior authorization from the HMD at (619) 338-2222 and the State Department of Toxic Substance Control (DTSC) at (714) 484-5300.

F. Biennial Report

As a generator of hazardous waste you may be required to submit a Biennial Report to the DTSC by March 1 of each even-numbered year. This report shall be submitted on forms provided by DTSC and covers the previous calendar year. Questions regarding the biennial report should be directed to the DTSC at (916) 322-2880. Appendix 6, "Hazardous Waste Manifest Log", has been included to assist you in preparing a Biennial Report. NOTE: Generators of only Non-RCRA hazardous waste and very small quantity generators of RCRA waste may not have to prepare a Biennial Report. (See CCR Title 22, Section 66262.41)

G. Emergency Preparedness and Prevention

Your business must be maintained and operated to minimize the possibility of a release of hazardous waste to the air, soil, or surface water which could threaten human health or the environment.

Employees handling hazardous waste must have access to either an alarm system, a communications system, or be

in voice contact with another employee. If one employee is working alone, he shall have access to a telephone or two-way radio to summon external assistance.

The owner/operator must maintain adequate aisle space to allow the unobstructed movement of personnel, fire protection equipment, spill control equipment and decontamination equipment in case of emergency.

The following emergency equipment should be provided and maintained at your job site.

- portable fire extinguishers
- fire control equipment
- spill control equipment
- decontamination equipment

H. Emergency Procedures

If your business has a hazardous waste spill, release, fire or explosion, you must report this release as follows:

- Notify your local fire department (911) and the HAZARDOUS MATERIALS DIVISION at (619) 338-2222.
- Additionally in every situation which threatens human health or the environment a notification must be made to the State Office of Emergency Services 1-800-852-7550, and provide the following information:
 - @ Name and telephone number of person reporting;
 - @ Name and address of facility;
 - @ Time and type of incident;
 - @ Name and quantity of hazardous material(s) involved;
 - @ Extent of injuries;
 - @ Possible hazard to human health and the environment outside the facility.
- During the emergency, you must take all reasonable measures to ensure that fires, explosions, and chemical releases do not spread. These measures may include:
 - @ Stopping operations;
 - @ Collecting and containing released waste; and
 - @ Removing or isolating chemical containers.

I. Business Plans or Emergency Contingency Plans

Every hazardous waste generator is required to have an emergency contingency plan (business plan) designed to minimize hazards to human health and the environment from fires, explosions, or an unplanned release of hazardous waste to air, soil, or surface water. The plan shall be carried out immediately whenever a fire, explosion or unplanned chemical release occurs. A business plan format satisfying the requirements can be obtained from the HAZARDOUS MATERIALS DIVISION. Please call the HAZARDOUS MATERIALS DIVISION at (619) 338-2222 for guidance in developing a business plan for your facility.

J. Personnel Training

A personnel training program shall be designed to ensure that employees are able to respond effectively to emergencies. This is to be accomplished by familiarizing the employees with emergency procedures, emergency equipment, and emergency systems, including where applicable:

- procedures for using, inspecting, repairing and replacing facility emergency and monitoring equipment;
- communications and alarm systems;
- response to spills, fires, or explosions;
- response to groundwater contamination incidents;
- how to shut down operations;
- operation of automatic waste feed cutoff systems (if applicable); and
- Emergency notification procedures.

The following records must be maintained at the facility by the owner/operator:

- the job title and job description for each position related to hazardous waste management and the name of the employee filling each job. The job description should include the required skills, education, or other qualifications and duties of employees assigned to each position;
- a written description of the type and amount of training (introductory and continuing) that will be given to each person filling the positions listed above; and
- documentation that the training required has been completed by each employee identified.

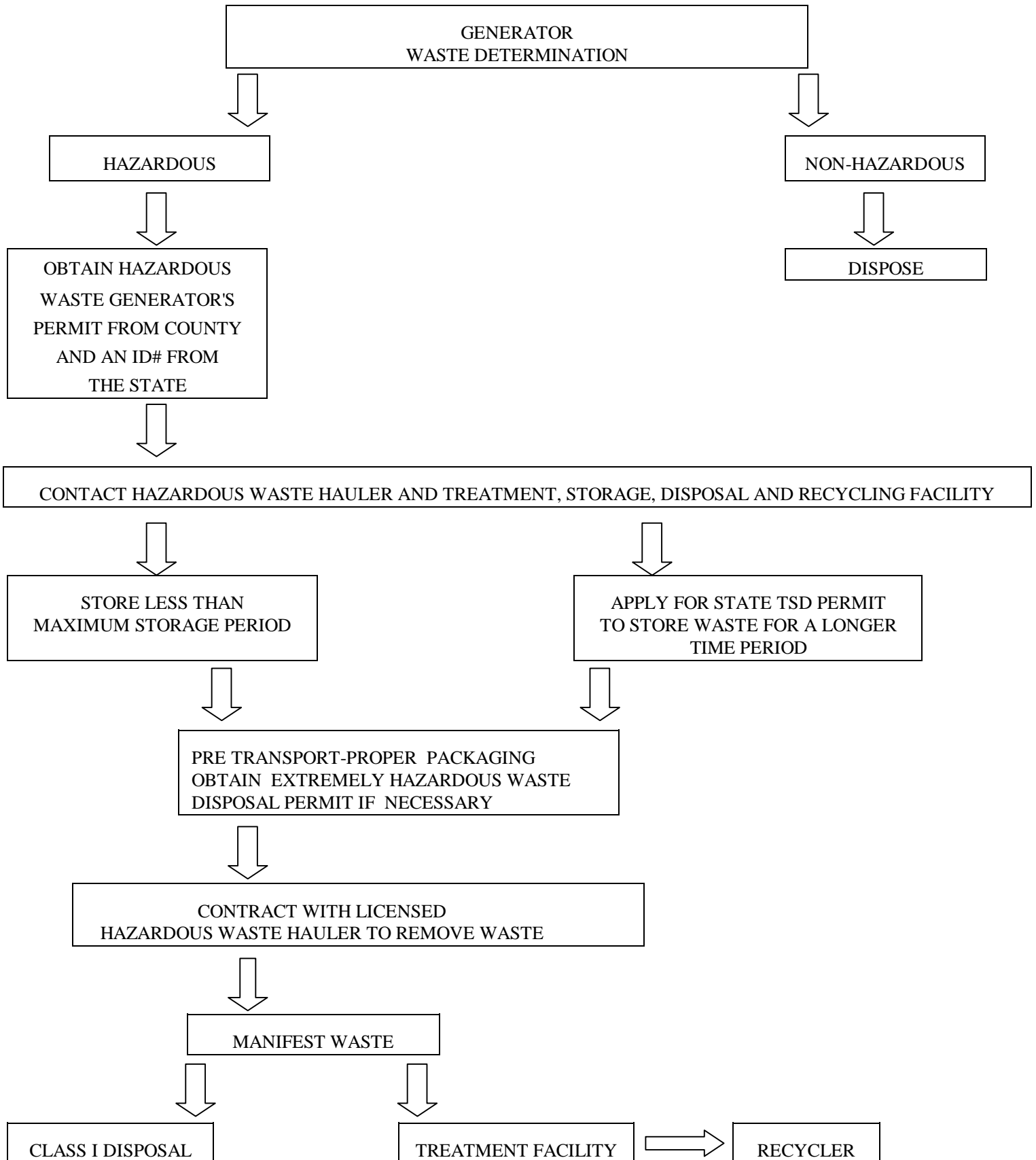
The above records must be maintained for current employees and for former employees for at least three years after the employee has left.

K. Violations

The various hazardous waste regulations are intended to prevent the mismanagement of hazardous waste which could lead to conditions which may cause harm to humans or to the environment. Since hazardous materials can cause serious, if not fatal injuries, penalties have been established for willful or negligent violation of the hazardous waste laws. Violations may result in civil penalties of up to \$25,000 per day of violation or criminal penalties of up to \$250,000 per day of violation and/or up to three years in a State prison.

APPENDIX 1

DECISION TREE FOR MANAGEMENT OF HAZARDOUS WASTE



REQUIRED FOR STORAGE

REQUIRED FOR TRANSPORT

HAZARDOUS WASTE

STATE AND FEDERAL LAW PROHIBITS IMPROPER DISPOSAL
IF FOUND, CONTACT THE NEAREST POLICE, OR
PUBLIC SAFETY AUTHORITY, OR
THE U.S. ENVIRONMENTAL PROTECTION AGENCY
OR THE CALIFORNIA DEPARTMENT OF TOXIC SUBSTANCES CONTROL

Proper D.O.T.

SHIPPING NAME _____ UN or NA# _____

GENERATOR INFORMATION:

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

EPA

ID NO. _____

MANIFEST

DOCUMENT NO. _____

ACCUMULATION _____ CA

START DATE _____ WASTE NO _____ WASTE NO _____

CONTENTS, COMPOSITION: _____

PHYSICAL STATE: _____ HAZARDOUS PROPERTIES: ☐ FLAMMABLE ☐ TOXIC

☐ SOLID ☐ LIQUID ☐ CORROSIVE ☐ REACTIVITY ☐ OTHER _____

HANDLE WITH CARE!
CONTAINS HAZARDOUS OR TOXIC WASTES

See Instructions on back of page 6.

Department of Toxic Substances Control
Sacramento, California

20898758
IN CASE OF EMERGENCY OR SPILL, CALL THE NATIONAL RESPONSE CENTER 1-800-424-8802. WITHIN CALIFORNIA, CALL 1-800-852-7550

UNIFORM HAZARDOUS WASTE MANIFEST		1. Generator's US EPA ID No.		Manifest Document No.		2. Page 1 of 1		Information in the shaded areas is not required by Federal law.	
3. Generator's Name and Mailing Address XYZ CORPORATION 385 NORTH AVENUE SAN DIEGO, CA 92101		619-555-0000		A. State Manifest Document Number 20898758		B. State Generator's ID H A H Q 1 2 3 4 5 6 7 8			
5. Transporter 1 Company Name U-HAULER SERVICES		C A T 1 1 2 3 4 5 6 7 8 9		C. State Transporter's ID [Reserved.] 111111		D. Transporter's Phone 619-777-0000			
7. Transporter 2 Company Name				E. State Transporter's ID [Reserved.]		F. Transporter's Phone			
9. Designated Facility Name and Site Address DEF COMPANY 12345 HAZARDOUS ROAD SAN DIEGO, CA 92110		10. US EPA ID Number C A D 0 1 2 3 4 5 6 7 8		G. State Facility's ID		H. Facility's Phone 619-888-0000			
11. US DOT Description (including Proper Shipping Name, Hazard Class, and ID Number)		12. Containers No. Type		13. Total Quantity		14. Unit Wt/Vol		I. Waste Number State EPA/Other	
a. NON-RCRA HAZARDOUS WASTE SOLID, (OILY SLUDGE), NONE		0 0 1 D M		0 0 3 0 0 P				223 NONE	
b. RQ WASTE FLAMMABLE LIQUIDS, N.O.S. (CHROMIC (ACETONE, XYLENE) 3 UN1993 PGIII (D001) ERG#27		0 0 1 D M		0 0 0 5 5 G				214 D001	
c. RQ WASTE CORROSIVE LIQUID, N.O.S., (CHROMIC ACID, NITRIC ACID), CORROSIVE MATERIAL, UN1760 (D002, D007)		0 0 1 D F		0 0 0 5 5 G				723 D002, D007	
d.								State EPA/Other	
J. Additional Descriptions for Materials Listed Above 11a. PROFILE # 0000 - VEHICLE MAINTENANCE SUMP SLUDGE 11b. PROFILE # 1111 - MIXED SOLVENTS 11c. PROFILE # 2222 - SPENT CHROMICOAT PLATING SOLUTION		K. Handling Codes for Wastes Listed Above a. b. c. d.							
15. Special Handling Instructions and Additional Information EMERGENCY RESPONSE GUIDE (ERG) 01, 02, 03 EMERGENCY CONTACT: MR. HELPER 619-999-0000									
16. GENERATOR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by proper shipping name and are classified, packed, marked, and labeled, and are in all respects in proper condition for transport by highway according to applicable international and national government regulations. If I am a large quantity generator, I certify that I have a program in place to reduce the volume and toxicity of waste generated to the degree I have determined to be economically practicable and that I have selected the practicable method of treatment, storage, or disposal currently available to me which minimizes the present and future threat to human health and the environment; OR, if I am a small quantity generator, I have made a good faith effort to minimize my waste generation and select the best waste management method that is available to me and that I can afford.		Printed/Typed Name JOHN HELPER		Signature John Helper		Month 07		Day 30	
17. Transporter 1 Acknowledgement of Receipt of Materials		Printed/Typed Name		Signature		Month		Day	
18. Transporter 2 Acknowledgement of Receipt of Materials		Printed/Typed Name		Signature		Month		Day	
19. Discrepancy Indication Space									
20. Facility Owner or Operator Certification of receipt of hazardous materials covered by this manifest except as noted in Item 19.		Printed/Typed Name		Signature		Month		Day	

DO NOT WRITE BELOW THIS LINE.

SAMPLE

DTSC 8022A (1/99)
EPA 8700--22

White: TSDF SENDS THIS COPY TO DTSC WITHIN 30 DAYS.
To: P.O. Box 3000, Sacramento, CA 95812

WHEN COMPLETING THIS FORM REFER TO 40 CFR, PART 262, APPENDIX AND CCR, TITLE 22, DIVISION 4.5, CHAPTER 12, APPENDIX

INSTRUCTIONS FOR GENERATORS

Item 1. Generator's U.S. EPA ID Number—Manifest Document Number: Enter the generator's U.S. EPA twelve-digit identification number and the unique five-digit number assigned to this Manifest (e.g., 00001) by the generator.

Item 2. Page 1 of ____: Enter the total number of pages used to complete the Manifest plus the number of Continuation Sheets, if any.

Item 3. Generator's Name and Mailing Address: Enter the name and mailing address of the generator. The address should be the location that will manage the returned Manifest forms.

Item 4. Generator's Phone Number: Enter a telephone number where an authorized agent of the generator may be reached in the event of an emergency.

Item 5. Transporter 1 Company Name: Enter the company name of the first transporter who will transport the waste.

Item 6. U.S. EPA ID Number: Enter the U.S. EPA 12-digit identification number of the first transporter identified in Item 5.

Item 7. Transporter 2 Company Name: If applicable, enter the company name of the second transporter who will transport the waste. If more than two transporters are used to transport the waste, use a Continuation Sheet(s) and list the transporters in the order they will be transporting the waste.

Item 8. U.S. EPA ID Number: If applicable, enter the U.S. EPA 12-digit identification number of the second transporter identified in Item 7.

Item 9. Designated Facility Name and Site Address: Enter the company name and site address of the facility designated to receive the waste listed on this Manifest. The address must be the site address which may differ from the company mailing address.

Item 10. U.S. EPA ID Number: Enter the U.S. EPA 12-digit identification number of the designated facility identified in Item 9.

Item 11. U.S. DOT Description: Enter the U.S. DOT Proper Shipping Name, Hazard Class, and ID Number (UN/NA) for each waste as identified in 49 CFR 171 through 177. For non-RCRA hazardous wastes, describe per instructions in the Appendix to Chapter 12, Title 22, California Code of Regulations, Division 4.5.

Item 12. Containers (No. and Type): Enter the number of containers for each waste and the appropriate abbreviation from Table I (below) for the type of container.

Table I—Types of Containers

DM = Metal drums, barrels, kegs	TP = Tanks, portable
DW = Wooden drums, barrels, kegs	TT = Cargo tanks (tank trucks)
DF = Fiberboard or plastic drums, barrels, kegs	TC = Tank cars
CW = Wooden boxes, cartons, cases	DT = Dump truck
CF = Fiber or plastic boxes, cartons, cases	CY = Cylinders
BA = Burlap, cloth, paper, or plastic bags	CM = Metal boxes, cartons, cases (including roll-offs)

Item 13. Total Quantity: Enter the total quantity of waste described on each line.

Item 14. Unit (Wt./Vol.): Enter the appropriate abbreviation from Table II (below) for the unit of measure.

Table II—Units of Measure

G = Gallons (liquids only)	Y = Cubic yards	M = Metric tons (1,000 kg)
P = Pounds	L = Liters (liquids only)	
T = Tons (2,000 lbs.)	K = Kilograms	N = Cubic meters

Item 15. Special Handling Instructions and Additional Information: Generators may use this space to indicate special transportation, treatment, storage, or disposal information or Bill of Lading information. For international shipments, generators must enter in this space the point of departure (City and State) for those shipments destined for treatment, storage, or disposal outside the jurisdiction of the United States.

Item 16. Generator's Certification: The generator must read, sign (by hand), and date the certification statement. If a mode other than highway is used, the word "highway" should be lined out and the appropriate mode (rail, water, or air) inserted in the space below. If another mode in addition to the highway mode is used, enter the appropriate additional mode (e.g., and rail) in the space below.

INSTRUCTIONS FOR TRANSPORTERS

Item 17. Transporter 1 Acknowledgement of Receipt of Materials: Enter the name of the person accepting the waste on behalf of the first transporter. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

Item 18. Transporter 2 Acknowledgement of Receipt of Materials: Enter, if applicable, the name of the person accepting the waste on behalf of the second transporter. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

Note—International Shipments—Transporter Responsibilities: Exports—Transporters must sign and enter the date the waste left the U.S. in Item 15, and for RCRA hazardous waste exports, must ensure the waste is accompanied by an EPA Acknowledgement of Consent. Imports: RCRA hazardous waste shipments which are transported into the U.S. from a foreign country must be accompanied by a Manifest; non-RCRA hazardous waste shipments transported from a foreign country into or through California must also be accompanied by a Manifest. Transporters who transport any hazardous waste into the U.S. from abroad must assume generator responsibilities for completion of the Manifest [40 CFR 263.10(c)(1)].

INSTRUCTIONS FOR OWNERS OR OPERATORS OF TREATMENT, STORAGE, OR DISPOSAL FACILITIES

Item 19. Discrepancy Indication Space: Refer to California Title 22, Section 66264.72 and 66265.12; 40 CFR 264.72 and 265.72 for help in completing this part. In this space you must note any significant discrepancy between the waste described on the Manifest and the waste you actually received. If you cannot resolve significant discrepancy within 15 days of receiving the waste, you must submit a letter to your DTSC Regional Administrator describing the discrepancy and your attempts to reconcile it. A copy of the Manifest at issue must be enclosed with the letter.

Item 20. Facility Owner or Operator: Certification of Receipt of Hazardous Materials Covered by This Manifest Except as Noted in Item 19. Print or type the name of the person accepting the waste on behalf of the owner or operator of the facility. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

THIS MANIFEST IS FOR SHIPPING OF HAZARDOUS WASTE (Health and Safety Code section 25160 (b)). IT IS THE GENERATOR'S RESPONSIBILITY TO DETERMINE WHETHER A WASTE IS HAZARDOUS (22 California Code of Regulations section 66260.200 (c)). INTENTIONALLY OR NEGLIGENTLY STATING ON THIS MANIFEST THAT A NON-HAZARDOUS WASTE IS HAZARDOUS IS A VIOLATION OF LAW (Health and Safety Code sections 25189.2 (a) and 25191 (a) (1)).

CALIFORNIA REQUIRED ITEMS

Generators to Enter:

B. If you will be paying the Disposal Fees due under Section 25174 of the Health and Safety Code directly to the Board of Equalization (Board), enter your Hazardous Waste Fee Account number issued by the Board for paying the fees due under this section. This account number is a 12-character number beginning with HA or HY. Other Board numbers you may hold are not valid for this purpose. Any person willfully falsifying or misusing their account number to evade or defeat the payment of the fees is guilty of a felony. If you do not have an account number and are subject to these fees, you should contact the Board at (916) 322-9477, Monday through Friday, between 8 a.m. and 4 p.m.

C. [Reserved.]

E. [Reserved.]

F. Enter the California waste category number. Select appropriate number from Table III. Review entire table before selecting a number. For RCRA waste(s), enter the EPA's hazardous waste code from 40 CFR 261.30-33. To obtain federal assistance, call 800-424-9346 between 8:30 a.m. and 4:30 p.m. Eastern time.

J. Enter chemical composition for each waste category. List components corresponding to the waste category entered.

TSDF Operator to Enter

G. Enter EPA ID number.

K. Enter waste handling code(s). Select appropriate code(s) from Table IV.

California Restricted Waste

711. Liquids with cyanides $\geq 1,000$ Mg./L	725. Liquids with mercury ≥ 20 Mg./L
721. Liquids with arsenic ≥ 500 Mg./L	726. Liquids with nickel ≥ 134 Mg./L
722. Liquids with cadmium ≥ 100 Mg./L	727. Liquids with selenium ≥ 100 Mg./L
723. Liquids with chromium (VI) ≥ 500 Mg./L	728. Liquids with thallium ≥ 130 Mg./L
724. Liquids with lead ≥ 500 Mg./L	731. Liquids with polychlorinated biphenyls ≥ 50 Mg./L

Table III

741. Liquids with halogenated organic compounds $\geq 1,000$ Mg./L
751. Solids or sludges with halogenated organic compounds $\geq 1,000$ Mg./Kg.
791. Liquids with pH ≤ 2
792. Liquids with pH ≤ 2 with metals.
801. Waste potentially containing Dioxins.

California Nonrestricted wastes Inorganics

121. Alkaline solution (pH ≥ 12.5) with metals (antimony, arsenic, barium, beryllium, cadmium, chromium, cobalt, copper, lead, mercury, molybdenum, nickel, selenium, silver, thallium, vanadium, and zinc)
122. Alkaline solution without metals pH ≥ 12.5
123. Unspecified alkaline solution.
131. Aqueous solution [$2 < \text{pH} < 12.5$] containing reactive anions (azide, bromate, chlorate, cyanide, fluoride, hypochlorite, nitrite, perchlorate, and sulfide anions)
132. Aqueous solution with metals ($<$ restricted levels and see 121)
133. Aqueous solution with total organic residues 10 percent or more
134. Aqueous solution with total organic residues less than 10 percent
135. Unspecified aqueous solution
141. Off-specification, aged, or surplus inorganics
151. Asbestos-containing waste
161. Fluid Catalytic Cracker waste
162. Other spent catalyst
171. Metal sludge (see 121)
172. Metal dust (see 121) and machining waste
181. Other inorganic solid waste

Organics

211. Halogenated solvents (chloroform, methyl chloride, perchloroethylene, etc.)
212. Oxygenated solvents (acetone, butanol, ethyl acetate, etc.)
213. Hydrocarbon solvents (benzene, hexane, Stoddard, etc.)
214. Unspecified solvent mixture
221. Waste oil and mixed oil
222. Oil/water separation sludge
223. Unspecified oil-containing waste
231. Pesticide rinse water
232. Pesticides and other waste associated with pesticide production
241. Tank bottom waste
251. Still bottoms with halogenated organics
252. Other still bottom waste
261. Polychlorinated biphenyls and material containing PCBs
271. Organic monomer waste (includes unreacted resins)
272. Polymeric resin waste
281. Adhesives
291. Latex waste
311. Pharmaceutical waste
321. Sewage sludge
322. Biological waste other than sewage sludge
331. Off-specification, aged, or surplus organics
341. Organic liquids (nonsolvents) with halogens
342. Organic liquids with metals (see 121)
343. Unspecified organic liquid mixture
351. Organic solids with halogens
352. Other organic solids

Sludges

411. Alum and gypsum sludge
421. Lime sludge
431. Phosphate sludge
441. Sulfur sludge
451. Degreasing sludge
461. Paint sludge
471. Paper sludge/pulp
481. Tetraethyl lead sludge
491. Unspecified sludge waste

Miscellaneous

511. Empty pesticide containers 30 gallons or more
512. Other empty containers 30 gallons or more
513. Empty containers less than 30 gallons
521. Drilling mud
531. Chemical toilet waste
541. Photochemicals/photoprocessing waste
551. Laboratory waste chemicals
561. Detergent and soap
571. Fly ash, bottom ash, and retort ash
581. Gas scrubber waste
591. Baghouse waste
611. Contaminated soil from site clean-ups
612. Household wastes
613. Auto shredder waste

Table IV

01 Recycle	03 Landfill	06 Surface Impoundment	14 Transfer Station	16 Treatment Pond (excludes evaporation)
02 Injection Well	04 Land Application	07 Thermal Treatment (includes incineration)	15 Tank Treatment	99 Other

IMPORTANT INFORMATION CONCERNING STATE HAZARDOUS WASTE TAXES AND FEES

Persons required to obtain an EPA number may be responsible for certain taxes and fees imposed by the State of California.

If you dispose of on-site or submit for disposal off-site more than 500 lbs. of hazardous waste, you should contact the State Board of Equalization to acquire an identification number. If you generate or produce 5 tons or more of hazardous waste, regardless of the final disposition of the waste, you should contact the State Board of Equalization to acquire an identification number.

The telephone number of the State Board of Equalization Excise Tax Unit is (916) 322-9534. Any correspondence should be mailed to:

State Board of Equalization
P. O. Box 942879, MIC: 57
Sacramento, CA 94279-0001

Failure to acquire an identification number may result in penalties being assessed against you by the State of California.

Utilization of a waste hauler or a hazardous waste contractor to remove your hazardous waste does not relieve you of the liability for the taxes and fees which result from the generation and/or disposal of your hazardous waste.

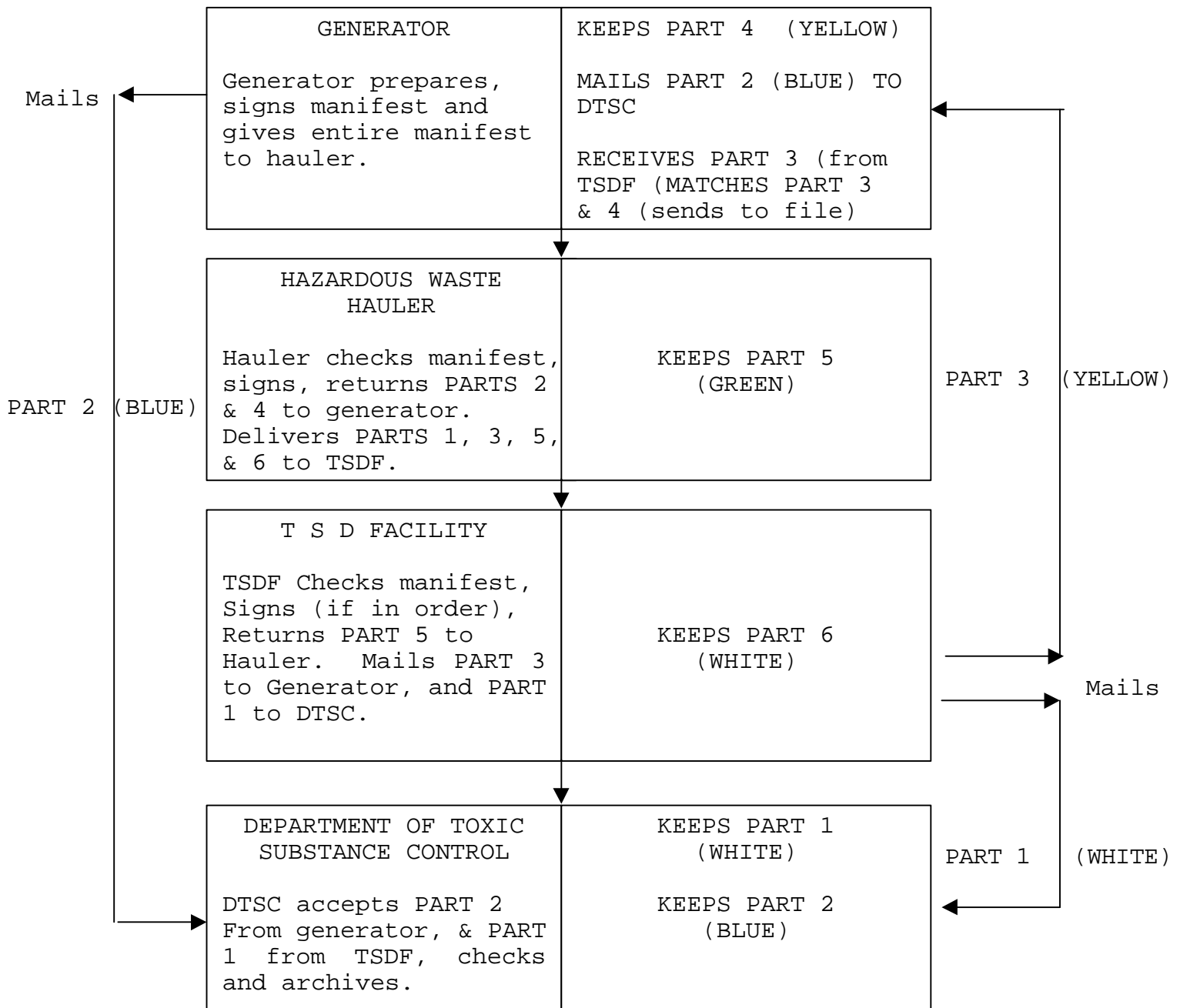
The taxes and fees referenced above are the Hazardous Substances (Superfund) Tax, Section 25345; the Disposal Fee, Section 25174.6; and the Facility and Generator Fees, Sections 25205.2 and 25205.5 of the Health and Safety Code.

* Contact the State Department of Toxic Substances Control at (916) 322-8676 if you have questions.

APPENDIX 5

HAZARDOUS WASTE MANIFEST FLOW CHART

The Uniform Hazardous Waste Manifest is a six part form. Each part (sheet) is retained or is ultimately routed to the GENERATOR, the LICENSED HAZARDOUS WASTE HAULER, the TSD FACILITY, and the DEPARTMENT OF TOXIC SUBSTANCES CONTROL. Note that block 2, on the manifest (page 1 of ___) is used when Continuation Sheets are used.



APPENDIX 6

HAZARDOUS WASTE MANIFEST LOG

[illegible]

APPENDIX 7

State of California - California Environmental Protection Agency

DEPARTMENT OF TOXIC SUBSTANCES CONTROL

ORDER FORM FOR CALIFORNIA HAZARDOUS WASTE CONTROL STATUTES

Copies of the hazardous waste control statutes administered by the California Department of Toxic Substances Control may be ordered by completing the following form below and mailing it with the applicable payment to:

Department of General Services, Publications Section
P. O. Box 1015
North Highlands, CA 95660
PHONE: (916) 574-2200 (Information only: NO PHONE ORDERS)

- I. Please send me ___ copy(ies) of Item No. 7540-958-1016-6, Hazardous Waste Control Law (Chapters 6.5 - 6.98, Division 20, Health and Safety Code).
(Call the above number for current pricing).

\$ _____ + 7.75% CA Sales Tax = \$ _____

Make check or money order for the total amount payable to: State of California

- II. Please print or type your mailing address and telephone number below. Then sign and date the form.

Name/Organization Name _____

Street Address _____

City _____ State _____ Zip Code _____

Telephone Number _____ Fax Number _____

Signature _____

Date _____

ORDER FORM FOR CALIFORNIA HAZARDOUS WASTE CONTROL REGULATIONS

Copies of the hazardous waste control regulations administered by the California department of Toxic Substances Control and annual amendment service may be ordered by completing the form below and mailing it with the applicable payment to:

Barclays Law Publishers
File No. 42021, P. O. Box 95767
Chicago, IL 60694-5767
PHONE: (800) 888-3600 (Phone orders accepted)

DESCRIPTION	TYPE	ORDER CODE	QUANTITY	PRICE	HANDLING	TOTAL PRICE
Title 22, Division 4 Basic Code Environmental Health	22 04 000	_____	\$ 126.00 + Tax	Included	\$ _____	
Amendments	22 04 001	_____	\$198.00 + Tax	Included	\$ _____	
					Grand Total	\$ _____

ORDER INFORMATION:

Name/Organization Name _____

Street Address _____

City _____ State _____ Zip Code _____

Telephone Number _____ Fax Number _____

Special Instructions, if any:

CREDIT CARD ORDERS: _____ VISA _____ MasterCard Card No: _____ Exp. Date: _____

Name (as it appears on card) _____ Signature _____

DTSC1003



COUNTY OF SAN DIEGO

DEPARTMENT OF ENVIRONMENTAL HEALTH

HAZARDOUS MATERIALS DIVISION AUGUST 1996

FACTSHEET: STORAGE OF HAZARDOUS WASTE BY GENERATORS **"UNDERSTANDING THE 90, 180, AND 270 DAYS RULE"**

State law regulating hazardous waste storage was amended in 1996. If you produce or generate a hazardous waste, you need to know the new requirements. The change authorizes storage of hazardous waste for more than ninety (90) days if certain requirements are met. The law previously required most businesses to arrange for hazardous waste to be picked-up and disposed of every 90 days. Many businesses, which do not generate large amounts of waste each calendar month, may be able to reduce their hazardous waste transportation and disposal costs, and possibly save money.

To comply with the storage requirements, a generator must routinely monitor hazardous waste containers/tanks at their site, and make sure they are properly labeled and dated (See sample hazardous waste label). Hazardous waste containers/tanks must also be kept closed except when adding or removing waste from the container or tank. Employee training is required by law and is necessary to safely identify and store hazardous waste.

What are the storage time requirements for waste? First, a generator must calculate or add up all hazardous waste produced during each calendar month at the business. When you add up or total all hazardous waste generated, you have determined your "generation rate" for that month. During some months, a business may generate greater quantities of hazardous waste; therefore, the waste may be subject to a different storage limit. This is referred to as "Episodic Generation". An important factor in determining how much time a generator can lawfully store their waste is based on the amount of waste produced each calendar month. The calculation for determining generation rate applies to the entire facility and is NOT on a waste stream or location-specific basis.

What about acutely or extremely hazardous waste? If your waste is classified as acutely or extremely hazardous, you are subject to a 90 day storage period. Examples of extremely hazardous waste includes some metal finishing or plating solutions; certain laboratory chemicals and pesticides; corrosives; water or air reactive waste; explosive or unstable compounds; and other highly toxic substances capable of causing serious bodily injury or environmental damage. If you generate a extremely hazardous waste, the storage period is limited to 90 days after accumulating 1 kilogram (kg) (2.2 pounds) of waste. See Guideline #5 regarding acutely or extremely hazardous waste.

What is the "180 days" rule? A generator who produces less than 1,000 kg (2,200 pounds or 270 gallons) of hazardous waste in a calendar month AND never exceeds a total quantity of 6,000 kg at the site may accumulate and store hazardous waste for up to 180 days.

(*Based on Water Weight)
HELPFUL NUMBERS:

*1 gallon = 8.3 pounds 1 kilogram = 2.2 pounds
1 drum = 55 gallons or 440-500 pounds
100 kilograms (kg) = 27 gallons or 220 pounds
1,000 kilograms = 270 gallons or 2,200 pounds
6,000 kilograms = 13,200 pounds or 1,620 gallons

What is the "270 days" rule? The same volume or quantity condition is in effect as explained above in the 180 day rule; however, if the generator sends their hazardous waste to a State-authorized treatment, storage, or disposal facility, which is farther than 200 miles away from your site, then the waste generator may store the waste for up to 270 days. For example, if you operate a business in the San Diego County area and you send waste out-of-state or north of Santa Barbara County, then you may be eligible for the 270 day storage rule (if less than 1000 kg/month). If you send your waste to facilities in Los Angeles County you may be eligible for the 180 day rule. Most hazardous waste facilities in Los Angeles County are less than 200 miles from San Diego. However to be absolutely certain, always check with your hazardous waste transporter to determine transportation distances.

What is the "90 days" rule? If you produce greater than 1,000 kg of hazardous waste in a calendar month, then you must not store containers holding hazardous waste for more than 90 days. If you are a large quantity generator (>1,000 kg/month) and want to store hazardous waste for more than 90 days, then you must first receive a special storage permit or variance from the State of California, Department of Toxic Substances Control. These wastes must be kept separate from other waste which are eligible for the 180/270 days accumulation time. If they are mixed, then the more restrictive 90 day limit applies to the mixture. (Exception: See Guideline #4 regarding "Satellite Accumulation").

What if a generator produces very small amounts of hazardous waste? If a business or facility is a very small quantity generator (VSQG) of hazardous waste, which is defined as less than 100 kg in a calendar month, than the 180 or 270 day time period does not begin until the generator has first accumulated 100 kg of hazardous waste. The generation rate is the total of all hazardous waste produced in a calendar month at a facility and is not waste stream specific.

GUIDELINES: "7" Important Guidelines to Remember

#1) Add up all hazardous waste generated during each calendar month at the entire facility to determine your generator size. Some generators will find their waste production changes from month-to-month for various reasons. In situations of episodic generation where a generator was below 1,000 kg/month, but increased waste production above 1,000 kg the next month, the permissible storage times will be different for those months.

For example, a facility generates or produces small amounts of hazardous waste during 11 months of the year, and for those 11 months qualifies as a generator who can store waste for 180 days on-site. During the 12th month, the facility produces over 1000 kg, and therefore may only hold that waste for 90 days. The waste produced under the 180 days rule remains under the 180 days rule, and the 90 days only applies to the waste produced during the month in which the generator exceeded the 1000 kg limit, unless they are mixed. If waste generation regularly changes or fluctuates, maintaining a weekly log or record of hazardous waste generation to ensure compliance with the storage times is recommended. The weekly log can then be totaled to determine monthly waste generation.

#2) If a waste generator is complying with the 180 or 270 day storage requirements, they shall not exceed 6,000 kg (1,620 gallons) of hazardous waste storage at the site.

#3) Closely watch the accumulation start dates on containers/tanks storing hazardous waste so that you do not exceed the permissible storage time. If a date on a waste label is older than 90, 180, or 270 days; whichever rule applies, then you are mostly likely in violation for storing waste too long. A waste container or tank, which has the wrong date or missing the accumulation start date on the label, is in violation. Of course, a container/tank holding hazardous waste which does not have a label is also in violation.

#4) If you operate a facility with multiple waste generation points and are eligible for "Satellite Accumulation", then you may follow the State regulations pertaining to satellite storage locations. Satellite accumulation areas may have one (1) "unfilled, in-use container" (per wastestream) storing hazardous waste for a maximum of one year if certain conditions are met by the generator. Hazardous waste stored in tanks is not eligible for the satellite accumulation provision. (Reference Cited: California Code of Regulations, Title 22, Section 66262.34)

#5) Remember extremely hazardous waste and large quantity generators; greater than 1,000 kilograms/calendar month, are limited to 90 days storage, not 180 days. The 90 day storage time begins when the first drop of waste is placed in the container or tank.

#6) Maintain copies of hazardous waste disposal manifests and shipping documents available for review during all County inspections of your facility. County Inspectors will ask to see waste disposal records going back 3 years to verify the proper transportation and disposal of hazardous waste.

#7) Check with your local Fire Department before you accumulate a lot of waste to determine if their storage requirements are more stringent than State law. Depending on the amount and nature of the waste, the Fire Department may require secondary containment of the waste storage area; structural modifications; and other fire prevention measures.

If a facility generates hazardous waste anywhere in San Diego County, they must have a permit issued by the Department of Environmental Health, HAZARDOUS MATERIALS DIVISION, in order to be in compliance with the San Diego County Code of Regulatory Ordinances.

If you have questions, please contact the County of San Diego HAZARDOUS MATERIALS DIVISION at (619) 338-2222.

Footnote: Authority Cited, California Health and Safety Code Section 25123.3, and California Code of Regulations, Title 22, Section 66262.34

The factsheet is intended solely for guidance. No statutory or regulatory requirements are altered by the information presented in the factsheet. State law and regulations take precedence with regards to the subject matter presented in the preceding paragraphs.

Hazardous Waste Labeling

Generators that accumulate and store hazardous waste on-site must comply with the following labeling requirements. The containers, including tanks, must be properly labeled with the information listed below:

- * the waste accumulation start date
- * the words: "HAZARDOUS WASTE"
- * the physical state and composition of the waste
- * warning words indicating the particular hazards of the waste, such as: toxic, flammable, corrosive, or reactive
- * the establishment/business name and address of the facility which generated the waste

SAMPLE HAZARDOUS WASTE LABEL

HAZARDOUS WASTE STATE & FEDERAL LAW PROHIBITS IMPROPER DISPOSAL IF FOUND, CONTACT THE NEAREST POLICE OR PUBLIC SAFETY AUTHORITY, OR THE U.S. ENVIRONMENTAL PROTECTION AGENCY OR THE CALIFORNIA DEPARTMENT OF TOXIC SUBSTANCES CONTROL	
PROPER D.O.T. SHIPPING NAME <u>Waste Cyanide Solution, N.O.S.</u> UN or NA# <u>1935</u>	
GENERATOR INFORMATION: NAME <u>AAB Company</u> ADDRESS <u>100 Main Street</u> CITY <u>Anytown</u> STATE <u>CA</u> ZIP <u>92000</u>	
EPA ID NO. <u>CAD123456789</u>	MANIFEST DOCUMENT NO. <u> </u>
ACCUMULATION START DATE <u>8/26/96</u> EPA WASTE NO <u>D003, F007</u> CA WASTE NO <u>711</u>	
CONTENTS, COMPOSITION: <u>Spent cyanide solution (liquid) containing copper.</u> PHYSICAL STATE: HAZARDOUS PROPERTIES: <input type="checkbox"/> FLAMMABLE <input type="checkbox"/> TOXIC <input type="checkbox"/> SOLID <input type="checkbox"/> LIQUID <input type="checkbox"/> CORROSIVE <input type="checkbox"/> REACTIVITY <input type="checkbox"/> OTHER <u> </u>	
HANDLE WITH CARE! CONTAINS HAZARDOUS OR TOXIC WASTES	